

Date: 9/27/2023

To: Mayor and Members of City Council 202302041  
From: Sheryl M. M. Long, City Manager  
Subject: **SPECIAL EVENT PERMIT APPLICATION: (17<sup>th</sup> Annual Hats Off Luncheon)**

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In accordance with Cincinnati Municipal Code, Chapter 765; (Cincinnati Parks Foundation) has submitted a Special Event Permit Application Form to the Chief of Police. The Special Event Permit Application has been reviewed by the following department(s): (Cincinnati Police Department, Fire Department, Health Department, Parks Department, Department of Building and Inspections, Department of Community and Economic Development, Department of Finance, Department of Public Services, and Department of Transportation and Engineering). There are no objections to issuing the Special Events Permit.

The particulars of the requested event are as indicated:

EVENT NAME/TITLE: 17th Annual Hats Off Luncheon  
EVENT SPONSOR/PRODUCER: Cincinnati Parks Foundation  
CONTACT PERSON: Emily Parker  
LOCATION: Smale Riverfront Park  
DATE(S) AND TIME(S): 10/06/2023 11AM to 3PM  
EVENT DESCRIPTION: The Cincinnati Parks Foundation largest fundraiser of the year, supporting all Cincinnati Parks wherever the need is greatest. Guests are treated to a champagne reception followed by a gourmet luncheon. Come enjoy Cincinnati Parks where they begin -- at the John G. and Phyllis W. Smale Riverfront Park, the front porch of our city, where you'll receive a warm welcome and rediscovery of why we love our parks.  
ANTICIPATED ATTENDANCE: 900  
ALCOHOL SALES:  YES.  NO.  
TEMPORARY LIQUOR PERMIT HOLDER IS: (Cincinnati Park Board Sawyer Point Smale F8 on file)

cc: Colonel Teresa A. Theetge, Police Chief